

HUMAN RESOURCE COMMITTEE MEETING MINUTES

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

Date: Tuesday, April 25, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center.*

Present: **King**, Kehl, Grant, Roche, McCormick, Leuer

Absent: **Becker**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Farberman/HR Director; J. Wilkinson/Co. Attorney; J. Brick, T/Perry; D. Granger, T/Gainesville; E. J. Gozelski, T/Castile; B. Ryan/Board Chair (9:13 AM); J. Davis, T/Covington (9:26 AM)

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM - County Clerk w/R. Pierce			
1. <u>Forward to Finance Committee acceptance of the Semi-Annual Mortgage Tax Report for the period of October 2022 – March 2023</u>		Motion: Kehl Ayes: 6 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: FINANCE
DMV w/R. Pierce			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
County Attorney w/J. Wilkinson			
1. Professional Service Contract (\$3,001.00 - \$5,000.00): Authorize Chairwoman to sign a contract with the Town of Attica , 11 Exchange Street, Attica, New York 14011 for the rental of office space at 11 Exchange Street, Attica, New York by the County Attorney's Office in the amount of \$400.00 per month/annual amount \$4,800.00; effective January 1, 2023 through December 31, 2023. (MUNIS CONTRACT #1461) ✓✓		Motion: Roche Ayes: 6 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: APPROVED
2. Amend Salary Schedule G: <ul style="list-style-type: none"> • To allow for retroactive funds to be made for Hurrell-Harring contract CSTWIDEHH52 - year 5 (4/1/2022 to 12/31/2022). Retroactive funds from 4/1/22 to 12/31/22 will be paid out in 2nd quarter of 2023 v. 4th QTR 2023. 		Motion: Grant Ayes: 6 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: FINANCE

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3. FYI: <ul style="list-style-type: none"> • Assigned Counsel Update <ul style="list-style-type: none"> ○ Memorandum to all Assigned Council attorneys on the panel ○ HH grant provided funds to buy supplies. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. Litigation/General Update		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

At 9:08 AM the committee entered into a discussion with the attorney over legal matters, a privileged attorney / client discussion pursuant to §4503 of the Civil Practice Law and Rules...

County Historian C. Amrhein was asked to step out of the meeting during this discussion.

Ketchum/Cook/Farberman remained.

At 9:12 AM the committee exited this privileged discussion.

Historian w/C. Amrhein

At 9:13 AM Chairman Ryan, T/Warsaw entered the meeting during the below Agenda Item.

1. FYI ~ Contract (\$3,000 and under): <ul style="list-style-type: none"> • PastPerfect Museum Software, 300 N. Pottstown Pike, Suite 200, Exton, PA 19341 for one year technical support in the amount of \$352.00/yr.; effective May 3, 2023 through May 2, 2024. (MUNIS CONTRACT #1452) ✓✓ • At the request of Chairwoman Ryan: <ul style="list-style-type: none"> ○ Warsaw Historical Society has been funded by the Pomeroy Foundation and approved for installation on the Village's right-of-way bordering the south side of the County Clerk's office a marker honoring Abram B. Lawrence's important role in the Civil War and his work in securing erection of the "Wyoming County Soldiers' and Sailors' Monument". ○ The Warsaw Historical Society also received funding by the Pomeroy Foundation for a Historical Marker for the Augustus Frank estate. ○ The Town of Warsaw received several funding awards: <ul style="list-style-type: none"> ▪ Barber Conable (private residence) ▪ Masonic Lodge ▪ St. Joseph's convent, Liberty Street (private residence) 	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
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Committee Chair Initials: _____

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Department Agenda Item	Discussion	Decision	Action
<p>2. Update:</p> <ul style="list-style-type: none"> Conferred with Judge Mohun, and we are sending the last two remaining portraits together, Judges Skinner and Healy, once he has secured funding. We will plan an unveiling event of all five after the last two are hung. We have entered our busy season which will continue to September with in person visits, many from out of state. We hand out our county tourism guide and menus from various restaurants, and info how to search Wyoming County history before they leave. 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Human Resource w/D. Farberman			
<p>1. Amend Resolution 17-506; to authorize Chairperson to sign a contract extension, pursuant to General Municipal Law §104(b), with Mass Mutual Financial Group Empower Retirement Services, <u>address</u> for the Deferred Compensation Plan for employees of the County at no cost to the County; previously approved for the period of July 13, 2018 through July 12, 2023 in accordance with New York State Finance Law Section 5 part 9003.5; extension will be effective July 13, 2023 through July 12, 2024 (1 of 2 available one year extensions). (MUNIS Contract # pending)</p>		<p>Motion: Leuer Ayes: 6 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>

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Department Agenda Item	Discussion	Decision	Action
5. Discussion Items:			
<ul style="list-style-type: none"> • New Sexual Harassment Policy based on revised guidance from New York State. <ul style="list-style-type: none"> ○ The updated version will be significantly different than the current version. • Discussion about leaves of absence and coverage for jail kitchen. <ul style="list-style-type: none"> ○ Richard "Buzz" Bailey will be out on medical leave temporarily. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Civil Service w/D. Farberman			
4. <u>April 2023 Civil Service update</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p><i>At 9:23 AM at the request of HR Director Farberman, there was a motion by Supervisor Kehl to enter an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor Roche and all voted aye. All remained.</i></p> <p><i>At 9:26 AM Supervisor Davis, T/Covington entered the Executive Session.</i></p> <p><i>At 9:30 AM there was a motion by Supervisor Kehl to end the executive session and continue the regular meeting. This was seconded by Supervisor Grant and all voted aye.</i></p> <p><i>Chairwoman Ryan, T/Warsaw thanked Supervisors Granger, T/Gainesville and Kehl, T/Attica for attending the Supervisory training put on by the Human Resource Dept. last week. Feedback has been positive.</i></p>			
Records Retention w/G. Royce			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Board of Elections w/J. Schlick & H. Bush			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/S. King (minutes prepared by C. Ketchum).

Next Human Resource Committee Meeting scheduled for **Tuesday, May 30, 2023 @ 9:00 AM.**

Committee Chair Initials: _____